

DFD-5509-59
12 August 1959

MEMORANDUM FOR: Chief, Finance Division

25X1 ATTENTION : Compensation and Tax Branch
[redacted], Room 1019, Aleott Hall

25X1 SUBJECT : Contract and Other Pertinent Papers
[redacted]

25X1 1. Attached are the necessary papers for [redacted]
who should be payrolled in accordance with his Contract of Employ-
ment. The salary expense should be charged to Allotment 0328-
0964-4401.

2. Completed signature cards necessary to open a checking
account for individual were transmitted to the Monetary Branch.

3. The papers attached are as follows:

D-4-A Cert. of Non-Residence in the D. of C.

W-4 Employee's Withholding Exemption Cert.

144 U.S. Civil Serv. Com. -- Prior Fed. Civil and Mil.
Service Status

61 Current Residence and Dep. Report -- Copy

475 FEES -- Original and blue

Contract of Employment

25X1 [redacted]
Comptroller, DFD-DD/P

Attachment: a/s

Dist: 2 - Add w/att

1 - Pers file w/att

1 - Security Contracts

1 - Reading (Finance)

1 - Chrono

RWS:en/DFD-Fin/12 August 1959